

Board Agenda Item
July 14, 2004

ADMINISTRATIVE - 1

Adoption of Minutes – June 23, 2004, Park Authority Board Meeting

ISSUE:

Approval of the minutes of the June 23, 2004, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends approval of the minutes of the June 23, 2004, Park Authority Board meeting.

TIMING:

Board action is requested on July 14, 2004.

FISCAL IMPACT:

None

ENCLOSED Documents:

Attachment 1: Minutes of the June 23, 2004, Park Authority Board meeting

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Nancy L. Brumit, Administrative Assistant

ACTION - 1

Mastenbrook Volunteer Matching Fund Grant Program Request – Friends of Green Spring (Mason District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Friends of Green Spring in the amount of \$10,000 for the restoration of the Rock Garden and Edible Garden at Green Spring Gardens Park.

RECOMMENDATION:

The Park Authority Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Friends of Green Spring in the amount of \$10,000 for the restoration of the Rock Garden and Edible Garden at Green Spring Gardens Park. **(This item was reviewed by the Planning and Development Committee on July 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 14, 2004, in order to award the grant.

BACKGROUND:

The Friends of Green Spring have requested \$10,000 of Mastenbrook Volunteer Matching Fund Grant Program funds to restore the Rock Garden and Edible Garden at Green Spring Gardens Park. The Rock Garden is the largest public rock garden in the metropolitan Washington area. The Edible Garden includes the popular herb and vegetable gardens as well as the orchard. The funds will be used to restore the pathways and rock outcroppings in the Rock Garden and for the survey and design of the Edible Garden. The total cost of this project is estimated to be \$20,000. Matching funds are being provided by the applicant and in-kind volunteer labor. The project meets the eligibility criteria for the Mastenbrook Volunteer Matching Fund Grant Program.

The Friends of Green Spring have received three previous Mastenbrook Grants: 1999 (greenhouse construction), 2000 (exhibit labeler system) and 2002 (glass house exhibit and signs).

The Park Authority will coordinate and monitor all aspects of the project.

FISCAL IMPACT:

The estimated total cost for the project is \$20,000. Funds are currently available in the amount of \$10,000 in Project 004769, Mastenbrook Volunteer Matching Fund Grant Program in Fund 371, Park Capital Improvement Fund; and in the amount of \$10,000 from the applicant and in-kind volunteer labor contributions resulting in total available funding of \$20,000.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$50,897.

ENCLOSED DOCUMENTS:

Attachment 1: Mastenbrook Volunteer Matching Fund Grant Program Request -
Friends of Green Spring

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Cindy Messinger Director, Resource Management Division

Brian Daly, Director, Park Operations Division

Jan Boothby, Grants Coordinator

ACTION - 2

Mastenbrook Volunteer Matching Fund Grant Program Request - Poplar Tree Homeowners Association (Springfield District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Poplar Tree Homeowners Association in the amount of \$746 for the installation of four fitness stations with descriptive signage at Rocky Run Stream Valley Park.

RECOMMENDATION:

The Park Authority Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Poplar Tree Homeowners Association in the amount of \$746 for the installation of four fitness stations with descriptive signage at Rocky Run Stream Valley Park. **(This item was reviewed by the Planning and Development Committee on July 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 14, 2004, in order to award the grant.

BACKGROUND:

The Poplar Tree Homeowners Association has requested \$746 of Mastenbrook Volunteer Matching Fund Grant Program funds for the installation of four fitness stations with descriptive signage at Rocky Run Stream Valley Park. The fitness stations will be for stretching, sit-ups, push-ups and jumping jacks. The total project cost for the fitness stations and signage is estimated to be \$5,384. Matching funds are being provided by in-kind volunteer labor. The project meets the eligibility criteria for the Mastenbrook Volunteer Matching Fund Grant Program.

The Park Authority will coordinate and monitor all aspects of the project.

FISCAL IMPACT:

The estimated total project cost is \$5,384. Funds are currently available in the amount of \$746 in Project 004769, Mastenbrook Volunteer Matching Fund Grant Program in Fund 371, Park Capital Improvement Fund; and in the amount of \$4,638 from in-kind volunteer labor contributions resulting in total available funding of \$5,384.

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Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$50,151.

ENCLOSED DOCUMENTS:

Attachment 1: Mastenbrook Volunteer Matching Fund Grant Program Request -
Poplar Tree Homeowners Association

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Brian Daly, Director, Park Operations Division
Jan Boothby, Grants Coordinator

ACTION - 3

Mastenbrook Volunteer Matching Fund Grant Program Request - Elves of Pine Ridge Park (Mason District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Elves of Pine Ridge Park in the amount of \$2,309 for a tree replanting project at Pine Ridge Park.

RECOMMENDATION:

The Park Authority Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Elves of Pine Ridge Park in the amount of \$2,309 for a tree replanting project at Pine Ridge Park. **(This item was reviewed by the Planning and Development Committee on July 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 14, 2004, in order to award the grant.

BACKGROUND:

The Elves of Pine Ridge Park have requested \$2,309 of Mastenbrook Volunteer Matching Fund Grant Program funds for the replanting of over 100 native trees and seedlings in Pine Ridge Park. The tree replanting is part of a multi-year project that will include training and education of volunteers and long-term maintenance of the newly planted trees. The total project cost for the tree replanting is estimated to be \$35,673. Matching funds are being provided by the applicant and in-kind volunteer labor. The project meets the eligibility criteria for the Mastenbrook Volunteer Matching Fund Grant Program.

The Park Authority will coordinate and monitor all aspects of the project.

FISCAL IMPACT:

The estimated total project cost is \$35,673. Funds are currently available in the amount of \$2,309 in Project 004769, Mastenbrook Volunteer Matching Fund Grant Program in

Fund 371, Park Capital Improvement Fund; and in the amount of \$33,364 from the Elves of Pine Ridge Park and in-kind volunteer labor contributions resulting in total available funding of \$35,673.

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Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$47,842.

ENCLOSED DOCUMENTS:

Attachment 1: Mastenbrook Volunteer Matching Fund Grant Program Request -
Elves of Pine Ridge Park

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Brian Daly, Director, Park Operations Division
Jan Boothby, Grants Coordinator

ACTION - 4

Mastenbrook Volunteer Matching Fund Grant Program Request - Bob Ryan
(Mason District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Bob Ryan in the amount of \$2,000 for a Horticulture Center Weather Station at Green Spring Gardens Park.

RECOMMENDATION:

The Park Authority Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Bob Ryan in the amount of \$2,000 for a Horticulture Center Weather Station at Green Spring Gardens Park. **(This item was reviewed by the Planning and Development Committee on July 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 14, 2004, in order to award the grant.

BACKGROUND:

Bob Ryan, Chief Meteorologist for NBC4, has requested \$2,000 of Mastenbrook Volunteer Matching Fund Grant Program funds for the installation of a weather station at the Horticulture Center at Green Spring Gardens Park. The weather station will be used in a variety of programs at the park. The intended users will be schoolchildren, visitors to Green Spring, and internet users. The total project cost for the weather station installation is estimated to be \$14,700. Matching funds are being provided by the applicant. The project meets the eligibility criteria for the Mastenbrook Volunteer Matching Fund Grant Program.

The Park Authority will coordinate and monitor all aspects of the project.

FISCAL IMPACT:

The estimated total project cost is \$14,700. Funds are currently available in the amount of \$2,000 in Project 004769, Mastenbrook Volunteer Matching Fund Grant Program in Fund 371, Park Capital Improvement Fund; and in the amount of \$12,700 from the applicant, Friends of Green Spring and AWS resulting in total available funding of \$14,700.

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Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$45,842.

ENCLOSED DOCUMENTS:

Attachment 1: Mastenbrook Volunteer Matching Fund Grant Program Request -
Bob Ryan

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Cindy Messinger, Director, Resource Management Division
Jan Boothby, Grants Coordinator

ACTION - 5

Mastenbrook Volunteer Matching Fund Grant Program Request - Analemma Society (Dranesville District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Analemma Society in the amount of \$10,000 for the restoration of the Observatory Building at Turner Farm Park.

RECOMMENDATION:

The Park Authority Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Analemma Society in the amount of \$10,000 for the restoration of the Observatory Building at Turner Farm Park. **(This item was reviewed by the Planning and Development Committee on July 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 14, 2004, in order to award the grant.

BACKGROUND:

The Analemma Society has requested \$10,000 of Mastenbrook Volunteer Matching Fund Grant Program funds for the restoration of the Observatory Building at Turner Farm Park. The structure of the existing building is sound, but it is in poor condition due to years of neglect and vandalism. The restored structure will provide an advanced optical/computer viewing opportunity for the community. The total project cost for the restoration of the Observatory Building is estimated to be \$33,708. Matching funds are being provided by the applicant. The project meets the eligibility criteria for the Mastenbrook Volunteer Matching Fund Grant Program.

The Analemma Society received a Mastenbrook Grant in November 2003 for the construction of a roll-top observatory. That project is on hold pending the approval of a site plan and related permits.

The Park Authority will coordinate and monitor all aspects of the project.

FISCAL IMPACT:

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The estimated total project cost is \$33,708. Funds are currently available in the amount of \$10,000 in Project 004769, Mastenbrook Volunteer Matching Fund Grant Program in Fund 371, Park Capital Improvement Fund; and in the amount of \$23,708 from the Analemma Society resulting in total available funding of \$33,708.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$35,842.

ENCLOSED DOCUMENTS:

Attachment 1: Mastenbrook Volunteer Matching Fund Grant Program Request -
Analemma Society

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Cindy Messinger, Director, Resource Management Division
Jan Boothby, Grants Coordinator

ACTION - 6

Contract Award - Parking Lot and Road Improvements at Clarks Crossing Park
(Hunter Mill District)

ISSUE:

Approval of a contract award to Rustler Construction Inc., of Lanham, Md. in the amount of \$170,000, for construction of the parking lot and road improvements at Clarks Crossing Park.

RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board approve a contract award to Rustler Construction Inc., of Lanham, Md. in the amount of \$170,000 for construction of the parking lot and road improvements at Clarks Crossing Park. In addition, the Director recommends reserving \$17,000 or ten (10) percent of the contract award for contract contingency, \$10,200 or six (6) percent of the contract award for administrative costs, \$10,500 for utilities costs, and \$52,500 for acquisition costs. **(This item was reviewed by the Planning and Development Committee on July 7, 2004, and approved for submission to the Park Authority Board.)**

Contract Award	\$ 170,000
Contract Contingency (10%)	\$ 17,000
Administrative Costs (6%)	\$ 10,200
Utility Costs	\$ 10,500
Acquisition Costs	\$ 52,500
TOTAL COST	<u>\$ 260,200</u>

TIMING:

Board action is requested on July 14, 2004, to maintain the project schedule.

BACKGROUND:

The 1998 Park Bond Program, Project Development Schedule, and the FY2004 Work Plan include a Capital Improvement Project to construct a parking lot and road improvements at Clarks Crossing Park. Clarks Crossing Park is a 143.75 acre district park located in the Hunter Mill Magisterial District.

The Park Authority Board approved the project scope on December 12, 2001. The approved Clarks Crossing Park scope incorporated the design and construction of a parking lot and road improvements to include a cul-de-sac and

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related items. In addition to the parking lot and road improvements, utilities (street lights), land acquisition for right-of-way for Clarks Crossing Road and temporary construction easements, and landscaping are additional project costs that will need to be funded.

On April 7, 2004, the Planning and Development Committee was given a blank contract award item and advised that the Park Authority Board would receive the Director's recommendation for contract award at the April 28, 2004 meeting. As a result of unexpected difficulties in securing a land acquisition agreement, it became necessary to postpone proceeding with award of the contract. To prevent having to re-bid the project, the lowest responsible bidder was asked and agreed to extend their bid price for an additional 60 days (until July 24, 2004) at no added cost to the Park Authority.

Seven (7) sealed bids for construction of the parking lot and road improvements at Clarks Crossing Park were received and opened on March 24, 2004, as summarized in Attachment 1. The lowest responsible bidder was Rustler Construction Inc. Their bid of \$170,000 is \$28,800 or 14.5% below the Park Authority's pre-bid estimate of \$198,800 and \$22,747 below the next lowest bidder. The work is to be completed within 90 calendar days of Notice-to-Proceed. Rustler Construction Inc. holds an active Virginia Class A Contractors License. The Department of Tax Administration has verified that Rustler Construction Inc. has the appropriate Fairfax County Business, Professional and Occupational License (BPOL).

FISCAL IMPACT:

Based on the post-bid update, funding in the amount of \$260,200 is necessary to award this contract and to fund the associated contingency, administrative costs, utility costs, and acquisition costs. Based on encumbrances and expenditures to date, funding is currently available in the amount of \$134,000 in Project 474198, Athletic Fields, and in the amount of \$52,500 in Project 476102, Land Acquisition, in Fund 370, Park Authority Bond Construction; and in the amount of \$73,700 in Project 004750, Park Proffers, in Fund 371, Park Capital Improvement Fund, for a total of \$260,200 to award this contract and to fund the associated contingency, administrative costs, utility costs, and acquisition costs.

ENCLOSED DOCUMENTS:

Attachment 1: Bid Results

Attachment 2: Scope of Work

Attachment 3: Pre-bid Estimate

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Attachment 4: Site Plan

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Brian Daly, Director, Park Operations Division

Lynn S. Tadlock, Director, Planning and Development Division

John Lehman, Manager, Project Management Branch

Deb Garris, Supervisor, Project Management Branch

Jim Duncan, Project Manager, Project Management Branch

ACTION - 7

Authorization to Hold a Public Hearing on the Proposed General Management Plan and Conceptual Development Plan for Ox Hill Battlefield Park and the General Management Plan for Phase 1 of the Confederate Fortifications Historic Site (Springfield District)

ISSUE:

Ox Hill Battlefield Park draft GMP/CDP and Confederate Fortifications (formerly "Union Mills") Historic Site, Phase 1 Draft GMP are ready for public comment.

RECOMMENDATION:

The Park Authority Director recommends authorization to hold a public hearing to present the proposed General Management Plan and Conceptual Development Plan for Ox Hill Battlefield Park and the proposed General Management Plan for Confederate Fortifications Historic Site, Phase 1 to the public. **(This item was reviewed by the Planning and Development Committee on June 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 14, 2004, to maintain the project schedule.

BACKGROUND:

In December 2003, the Park Authority established the Ox Hill Battlefield and Union Mills Historic Site Task Force to advise staff during the master planning process for these two sites. The Task Force was composed of a broad-based group with representation from neighbors, civic groups, park users, and the historical preservation community. The Task Force met six times between January and June 2004 and advised Park Authority staff on the development of the draft master plans.

The purpose of master planning the Ox Hill and Confederate Fortifications parks is to provide the guidance to preserve, protect, enhance, and interpret the significant historic, cultural and natural resources of these Civil War sites. Ox Hill Battlefield Park is located in the Springfield Supervisory District in the southwestern corner of the intersection of West Ox Road and Monument Drive. The portion of the battlefield and memorial ground preserved in the park is important to the Civil War heritage of the region. The Battle of Ox Hill (also known as the Battle of Chantilly) was the only major Civil War battle fought in Fairfax County. The core of the site is the approximately 5,000 square foot lot

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that contains two large granite monuments erected in 1915 in honor of fallen Union Generals Philip Kearny and Isaac Ingalls Stevens.

The Confederate Fortifications site contains significant remnants of the historic Confederate earthworks located near McLean's Ford in the Union Mills area of the County. Principally, the remnants consist of earthen fortifications, encampment tent platforms, a battery fort, and various other trenches, powder magazines, and breastworks. The trace of the historic McLean's Ford Road also is located onsite. The earthworks are significant because they are part of the last remaining fortifications constructed by the Confederate Army of the Potomac in Fairfax County, Virginia.

Please note that the Task Force is recommending a change in park name from "Union Mills Historic Site" to "Confederate Fortifications Historic Site." As part of the General Management Plan, this name change is being proposed to the Park Authority Board.

In accordance with Park Authority policy, a public hearing must be held to receive comment on the draft plans. The public hearing is tentatively scheduled for Monday, September 13, 2004, in rooms 106/107 of the Herrity Building, Fairfax County Government Center.

FISCAL IMPACT:

The fiscal impact is limited to staff salaries and costs associated with public hearing advertisements that have already been budgeted.

ENCLOSED DOCUMENTS:

Attachment 1: Draft Ox Hill General Management Plan and Conceptual Development Plan

Attachment 2: Draft Confederate Fortifications Phase 1 General Management Plan

Note: Both Master Plans were distributed in the July 7, 2004, Planning and Development Committee package.

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn S. Tadlock, Director, Planning and Development Division

Cindy Messinger, Director, Resource Management Division

Brian Daly, Director, Park Operations Division

Kirk Holley, Manager, Park Planning Branch

Irish Grandfield, Project Manager, Park Planning Branch

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